



# City of Seattle Preliminary Assessment Report

April 27, 2010

This report represents a preliminary determination of project requirements from various city departments. The report is based on project characteristics that you identified on the Site Plan and the Preliminary Application Form, and on your Pre-Application Site Visit (PASV). The city's goal is to provide you with as much information and assistance as possible prior to your permit application submittal. This coordinated list of requirements and decisions is a reference for creating a more complete submittal package to reduce the need for correction cycles that delay permit approval. The information in this report can also be used to develop a Street Improvement Plan (SIP) application for submittal to SDOT (see SDOT Client Assistance Memos 2200, 2201, 2211, 2212, 2213, and 2214).

**Note:** A preliminary assessment is being conducted on all land use projects as well as new construction projects. If you have a building project associated with your land use project, the preliminary assessment will not be repeated on the building project.

**The applicant assumes full responsibility for determining all permit requirements and infrastructure improvements per applicable sections of the Seattle Municipal Code and the City of Seattle's Right-of-Way Improvement manual.**

- Street use permits are required for all work in the right-of-way (see SDOT Client Assistance Memo 2100).
- If street improvements are required, you must obtain all necessary permits from SDOT.
- If an SIP is required, SDOT must accept your 90% complete SIP before DPD construction intake (see Client Assistance Memos 2200, 2206, 2209, 2211, 2213, and 2214).

Project Summary			
AP/Project No.	3011263	Ground Disturbance	Y
Application Template	PRJ	PASV Required This Permit	Y
Application Type	DISCRETIONARY LAND USE ACTION	Date PASV Completed	04/14/10
Category	COMMERCIAL	PASV Done Under	
DPD Review Type	FULL C	Permit Remarks	
Address	4215 36th Ave W		
Location			
Zoning		Applicant	ALTON GASKILL 201 S JACKSON ST SUITE 512 SEATTLE WA 98104 (206) 205-8642
King County APN	<a href="#">1625039002</a>		
Permit Status	Initial Information Collected		
Description of Work	Construct 1-story modular administrative office building (3,937 sf) with exercise room, grading, reconfigure existing landscaping, provide required & additional parking in existing paved area. Connect utilities.	Applicant Email	<a href="mailto:alton.gaskill@kingcounty.gov">alton.gaskill@kingcounty.gov</a>
		Linked AP/Project Nos.	
SDOT Project No			

For detailed zoning information, click the King County APN number above, or visit <http://web1.seattle.gov/dpd/parceldata/> to find zoning details about your address.

## Pre-Application Site Visit (PASV) Report

**Contact:** Arthur Thomas Richardson, (206) 233-3875, [art.richardson@seattle.gov](mailto:art.richardson@seattle.gov)

PASV report requirements may be subject to additions, changes, or modifications by the department. The purpose of the report is to alert the applicant that there may be unusual or complex site conditions that trigger requirements from the department regarding this project. **The applicant is responsible for providing all required documents at the intake appointment.** If you have questions about this report or the PASV process, please contact the DPD Site Development Team at (206) 684-8860.

**Note:** Any project application associated with the development site can utilize the results from this PASV if the application is accepted by DPD within 18 months of the above inspection date. After 18 months, the applicant must apply for another PASV. No extensions will be granted.

### **ECA Mapping Unit and Type**

This project site appears to include the following ECAs and/or buffers:

- Steep slope
- Potential slide
- Riparian management area
- Wetland
- Liquefaction
- Fish and wildlife
- Shoreline habitat

### **Existing ROW Conditions**

#### **36TH AVE W**

Street conditions:

Asphalt paving

Curb conditions:

Curb adjacent to site

Concrete

Approximate curb height: 6" inches

A storm inlet does not appear to be located <350 ft from the site and prior to crossing a public right of way.

### **Potential Impacts to Seattle Parks Property**

Vehicular/pedestrian access is across from or abutting a boulevard or park.

Project is adjacent to parks or park boulevards.

### **Tree Protection**

Trees greater than 6 inches in diameter are present on the site but not shown on the site plan. Show the dripline of 1) **all** trees on the site, 2) adjacent trees that encroach on the site that are greater than 6 inches in diameter and 3) **all** trees located in the adjacent ROW. Include common and scientific names for all trees shown. See Director's Rule 16-2008 and CAM 242.

Construction area is within a maintained forested/garden area. Several trees are just over 6" diameter and appear to be within the new bldg footprint.

### **Construction Stormwater Control**

All projects with earth disturbance, regardless of size, require temporary and permanent stormwater control in accordance with the Construction Stormwater Control (CSC) Technical Requirements Manual (DR 16-2009, Volume 2). The CSC Best Management Practices (BMPs) noted below can be found in the Construction Stormwater Control Technical Requirements Manual, available online and from DPD's Public Resource Center.

#### **Show the following on the CSC/Post Construction Soil Amendment Plan:**

Place filter fabric, straw bales, straw wattles, or other approved equal to control construction stormwater runoff. Required along the following property lines:

Place compost socks, compost berms, filter fabric fencing, straw bales, straw wattles, or other approved perimeter control BMPs to eliminate construction stormwater runoff.

Show the location of a stabilized construction access to the site; show methods to eliminate uncontrolled conveyance of mud and dirt into the right of way (ROW).

Place silt-trapping inserts in receiving catch basins located within 10 feet of construction entrance.

Cover bare soil with compost blankets, straw, mulch, matting, or other approved equal to control construction stormwater runoff.

Cover stockpiles and bare slopes with compost blankets, tarps, matting or other approved equal to control construction stormwater runoff.

A First Ground Disturbance inspection is required before any ground disturbance related to this permit, including demolition, tree cutting, clearing, grubbing, and grading. After your permit is issued, schedule an inspection by calling (206) 684-8900 or online at: <http://web1.seattle.gov/DPD/InspectionRequest>

## Inspectors Notes

This is a large parcel and some of the critical areas listed are not found within or near the work area. The work area is a maintained garden/forested area between the existing Admin. building and an asphalt parking lot west of the Multi-use facility. No wetland or riparian areas noted within or near work area.

## Modifications to ECA Submittal Requirements

- ECA Exemption Note: Proposed work is greater than 500 feet from mapped wetlands and well outside of wetland or any wetland buffers. Therefore the proposed work will not have any impacts to wetland or wetland buffers and project meets exemption criteria under SMC 25.09.045 D. ECA wetland submittal requirements are not required.

**Contact:** Seth Amrhein, (206) 386-1981, [seth.amrhein@seattle.gov](mailto:seth.amrhein@seattle.gov)

## Standard Submittal Requirements for Projects in an ECA

Submit a geotechnical report with the permit intake submittal package. Geotechnical report must be signed and stamped by a geotechnical engineer licensed in the State of Washington per SMC 22.804, SMC 25.09, and Directors Rule (DR) 33-2006

Provide a topographic survey with 2-foot contours on and within 25-feet of the property, stamped by a licensed land surveyor (see SMC 25.09.330A)

Delineate the clearing limits on the site plan

Provide a vegetation restoration plan per SMC 25.09.320, CAM 331 and CAM 331A. **Prior to any vegetation removal in the critical area, review, approval, and a preconstruction meeting is required**

Delineate the steep slope critical area on a site plan based on the survey (per SMC 25.09.020 A3b(5)).

Provide area calculations for the steep slope delineation.

Show 100-foot riparian management area on plans

**Note:** No construction activity is allowed in the non-disturbance buffer area and limited development is allowed in the outer portion of the riparian management areas. Refer to SMC 25.09.200 for more information.

Site is mapped as liquefaction prone. Geotechnical report and/or structural calculations are required to address liquefaction potential and, if needed, mitigation (see SMC 25.09.100)

Site is mapped as being within a fish and wildlife habitat area. The characteristics of the fish and wildlife habitat area will be used to evaluate development within wetlands, riparian corridors, steep slopes, and designated habitat areas

Site is located within an eagle management area; the following conditions apply.

### **The Standard Bald Eagle Management Plan (WAC 232-12-292)**

For activities that are within 800 ft of an eagle nest, but not within 400 ft of the eagle nest, and for activities that are within 250 ft of the shoreline and within ½ mile of an eagle nest, but not within 400 ft of an eagle nest, the following basic conditions are applied:

1. Retain all known perch trees and all conifers greater than or equal to 24 inches diameter at breast height (24" dbh, measured at 4 ½ ft above the ground).
2. Retain all cottonwoods greater than or equal to 20" dbh.
3. Retain at least 50% of pre-clearing or pre-construction conifer stand with diameter distributions representative of the original stand (>6 feet tall).
4. Windowing and low limbing of trees is acceptable provided no more than 30% of the live crown is removed. Topping of trees is not allowed.

### **Site-Specific Plan**

For activities that are within 400 ft of an eagle nest, a site-specific plan is required. A site-specific plan may also be requested by any landowner who feels that the conditions of the Standard Short Plan cannot be met. A site-specific plan is also required for any forest practice activity that is within ½ mile of an eagle nest. A site-specific plan is also required for any activity within ¼ mile of a bald eagle communal roost.

To request a site-specific plan, contact:

Jay Shepherd

Threatened and Endangered Species Biologist

Washington Department of Fish and Wildlife

16018 Mill Creek Blvd.

Mill Creek, WA 98012

Office: 425.379.2301

Fax: 425.379.2323

[eagle4@dfw.wa.gov](mailto:eagle4@dfw.wa.gov)

Show 100-foot shoreline habitat buffer. All residences must be 25-feet or more from the ordinary high water mark (OHWM). See SMC 25.09.200

## Seattle City Light Requirements

**Contact:** Ray Ramos, (206) 615-1193, [ray.amos@seattle.gov](mailto:ray.amos@seattle.gov)

### Other Requirements

- For new service, an Application for Electrical Service must be submitted to Seattle City Light. Please contact the SCL Electrical Service Engineering office several months before new service is required to determine your electric service design, service location and what kind of service is available at the building site. The Electrical Service Engineer should also be contacted to coordinate electrical details with demolition and temporary power for construction. You may contact the Electrical Service Engineer: Abdi Yussuf, 206-684-0121, or [abdirahman.yussuf@seattle.gov](mailto:abdirahman.yussuf@seattle.gov)

## DPD Drainage Requirements

**Contact:** Michelle M Macias, (206) 684-3068, [michelle.macias@seattle.gov](mailto:michelle.macias@seattle.gov)

The following requirements are based on the current stormwater and side sewer codes. Major updates to these codes are expected in the fourth quarter of 2009.

### Existing Public Drainage Infrastructure

Sanitary sewer main location: West Point Treatment Plant Facility

Storm drainage main location: West Point Treatment Plant Facility

### Drainage

The drainage point of discharge (SMC 22.805.020) is located at: Direct to receiving water.

#### Flow Control Compliance

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E. Refer to CAM 531, Post Construction Soil Management. For projects with 5,000 square feet or more of new plus replaced impervious surface, a comprehensive drainage control plan and construction stormwater control plan shall be prepared by a licensed engineer.

Parcel-based projects with 7,000 square feet or more of land disturbing activity or 2,000 square feet or more of new plus replaced impervious surface must implement green stormwater infrastructure to infiltrate, disperse, and retain drainage water onsite to the maximum extent feasible without causing flooding, landslide, or erosion impacts per SMC 22.805.020.F. Refer to Director's Rule 19-2009 - Requirements for Green Stormwater Infrastructure to the Maximum Extent Feasible and Director's Rule 17-2009 - Stormwater Manual Vol. III - Stormwater Flow Control and Water Quality. Submit a GSI Calculator per DR 19-2009.

#### Water Quality

No requirements

### Wastewater

The wastewater point of discharge (SMC 21.16.070.B) is located at 8" sanitary main from the East or share an existing line.

### Permanent and Temporary Dewatering

The footing drain (if part of building plan) point of discharge (DPD DR 3-2006/SPU DR 02-06 VII.H) is located at the following: Direct to receiving water.

## DPD Land Use Code Requirements

**Contact:** Craig W Flamme, (206) 233-7223, [Craig.Flamme@seattle.gov](mailto:Craig.Flamme@seattle.gov)

### Street Requirements

Based on the scope of the proposed project, the following street improvements are required per Chapter 23.53 of the Seattle Municipal Code. Please review Right-of-Way Improvements Manual for design criteria (<http://www.seattle.gov/transportation/rowmanual/manual/>). Show required street improvements on your "enhanced site plan" at DPD permit application intake. If an SDOT Street Improvement Plan (SIP) is required, please list SDOT project number and SDOT contact name on the enhanced site plan. Street Improvement Plans must be accepted by SDOT prior to DPD permit application intake.

## 36TH AVE W

Based on the documents provided, no street improvements are required per SMC 23.53.015 and SMC 23.53.006

### SDOT Requirements

**Contact:** Leo Kaarrekoski, [leo.kaarrekoski@seattle.com](mailto:leo.kaarrekoski@seattle.com)

Based on the information provided at this time, it appears that no street improvements are **required**. All work in the right-of-way requires a permit. Therefore, if you are planning discretionary improvements you should contact SDOT as soon as possible. Be advised that it is the applicant's responsibility to seek guidance from SDOT Street Use should the scope of the project change, or should the applicant become aware of proposed construction in the ROW. Failure to contact SDOT at your earliest convenience could severely impact your project's scope, schedule and budget. This responsibility rests solely with the applicant.

### SPU Requirements

**Contact:** Susie Larson, [susie.larson@seattle.gov](mailto:susie.larson@seattle.gov)

#### Flow Control Compliance

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E. For projects with 5,000 square feet or more of new and replaced impervious surface, a comprehensive drainage control plan shall be prepared by a licensed engineer.

#### Water Availability

**Contact:** SPU Water

Your water availability assessment has been approved.

Water Availability Certificate reference number: 20100211

Water Availability Certificate status: Approved with No Changes

Prepared by: Karen Young

#### Existing Water System Information

Proximity of nearest fire hydrant is: 3020 feet SW of property. Does not meet standards.

Water Main:

Size: 10 inches                      Material: Ductile Iron                      Class: 52

- Standard

- Abutting

Water Main is available to serve in: Discovery Park Boulevard (not a right of way)

Distance of main to margin of street is feet.

Public ROW width is feet.

Water Service(s):

Size: 10"                      Material: Ductile Iron

### Other Requirements

Owners of residential property occupied by a tenant who will be displaced by housing demolition, substantial rehabilitation, change of use, or removal of use restrictions may need to obtain a Tenant Relocation License. Refer to DPD CAM 123, Seattle's Tenant Relocation Assistance Ordinance, for further information and instructions or call (206) 684-7979.

If your project involves additions or modification to or demolition of an existing building that contains four or more dwelling units or 4,000 square feet or more of non-residential area, and the building is a designated historic landmark or is 50 years old and meets the criteria set forth in SMC 25.12 for landmark designation, SEPA is required. Please contact the Department of Neighborhoods at (206) 684-0228 or [www.seattle.gov/neighborhoods/preservation](http://www.seattle.gov/neighborhoods/preservation) to determine if your building is a designated landmark or if a referral is necessary to determine if the building meets the criteria in SMC 25.12. Refer to CAM 208 for information regarding the application requirements for a SEPA review and CAM 3000 for information regarding landmarks and historic preservation.

### Applicant Next Steps

For questions on the permit application process, please contact the Applicant Services Center (ASC) at 206-684-8850.

1. Review the requirements in this report.
2. Use Client Assistance Memos (CAMs), checklists and standards, and 5 Steps for a Successful DPD Application Submittal (available on the DPD website) for additional information.
3. If a SIP is required, **DPD will not accept your application until your SIP application is screened at SDOT**. Allow a minimum of 5 days for screening after application submittal to SDOT.
4. Information on requirements for Electric Service Connection (RESC), electric service applications, guidelines and other services can be found on Seattle City Light's website (<http://www.seattle.gov/light/newconstruction/>). Contact an Electric Service Representative for your electrical service design and connection questions:
  - North of Denny Way (206) 615-0600
  - South of Denny Way (206) 386-4200
  - Large Commercial & Industrial (206) 233-7177
  - Service Applications (206) 233-APPS (2777)
5. If you have additional questions or need additional information, you may request a pre-submittal conference. Call (206) 684-8850 or go to DPD's website ([http://www.seattle.gov/dpd/Publications/Forms/Building\\_Permits/default.asp](http://www.seattle.gov/dpd/Publications/Forms/Building_Permits/default.asp)).
6. When all issues have been addressed, you may schedule an intake appointment with DPD. **Please bring a copy of this report to your intake appointment.**

The requirements and determinations in this report are based on the details provided by the applicant on the preliminary application form and site plan submitted to DPD. If the scope of your proposed project changes before your DPD intake appointment or SDOT SIP application, the requirements in this report are subject to change. If there are municipal code and ordinance changes prior to your DPD intake, the project must meet the new code requirements. Additional street improvement requirements may be triggered if a permit application for a development project on adjacent property is also undergoing review.